

Minutes of the Property Committee Meeting

The Property Committee of the McLean County Board met on Thursday, October 4, 2001 at 4:00 p.m. in Room 700, Law and Justice Center, 104 West Front Street, Bloomington, Illinois.

Members Present: Chairman Salch, Members Hoselton, Owens and Selzer

Members Absent: Members Bostic, Nuckolls

Other Board Members
Present: None

Staff Present: Mr. John M. Zeunik, County Administrator; Mr. Terry Lindberg, Assistant County Administrator; Ms. Martha B. Ross, County Administrator's Assistant

Department Heads/
Elected Officials
Present: Mr. Jack Moody, Director, Facilities Management;
Mr. Bill Wasson, Director, Parks and Recreation Department;
Mr. Sammy Ferrara, Superintendent, Veteran's Assistance
Commission

Others Present: Ms. Lydia Reynolds, Transportation Planner, McLean County Regional Planning Commission; a representative contingent of Veterans of Foreign Wars in McLean County; Mr. Roger Rheeling, Facilities Committee Chairman, United Way of McLean County

Chairman Salch called the meeting to order at 4:00 p.m.

Chairman Salch presented the minutes of the September 6, 2001 meeting for approval. Hearing no corrections or additions to the minutes, Chairman Salch declared the minutes of the September 6, 2001 meeting of the Property Committee to be approved as submitted.

Mr. Jack Moody, Director of Facilities Management, presented a request for approval of a bid to replace the boilers in the Law and Justice Center. He noted that the project, which has been scheduled in the Facilities Management Department's Capital Improvement Budget for Fiscal Year 2001, would replace 10 modular boilers located in the basement's mechanical room. The boilers are part of the original mechanicals in the building, having been installed in 1976. He explained that the age of the boilers is making acquisition of replacement parts increasingly difficult.

Mr. Moody remarked that there are a total of 40 gas-fired boilers and furnaces that provide heat to the Law and Justice physical plant. The boilers, which are the subject of the request currently

before the Committee, only operate when full load heating is needed, that being when the outside air temperature is very cold. However, they have been used consistently on an annual basis.

Mr. Moody stated that a pre-bid conference was scheduled. The pre-bid conference was well attended and several bids were submitted. The Ruyle Corporation in Peoria, Illinois submitted the lowest bid. Their bid was in the amount of \$34,990.00. Mr. Moody explained that the project would require the current boilers to be turned off and disconnected, and subsequently removed from their present position. A date for the installation has not yet been scheduled.

Mr. Moody remarked that his department has confirmed with the manufacturer of the units that there are no asbestos abatement issues to consider with either the old or the new boiler units. He stated that the Facilities Management staff recommends the firm of Ruyle Corporation as the recipient of the bid award.

Motion by Hoselton/Selzer to recommend approval of the bid received from Ruyle Corporation of Peoria, Illinois in the amount of \$34,990.00 for replacement of heating boilers in the Law and Justice Center.

Mr. Owens asked what is the budgeted amount for the project. Mr. Moody responded that the budgeted amount was set at \$52,000.00. The acceptance of the Ruyle Corporation bid in the amount of \$34,990.00 allows the project to be accomplished at \$17,010.00 under budget.

Motion carried.

Mr. Moody presented the report submitted by the firm of Wiss, Janney, Elstner Associates, Inc. ("WJE"), which addressed the repair and mitigation needs of the Old Courthouse Building. He noted that two (2) members of the historical architectural firm, based in Chicago, were on site at the Old Courthouse on September 20th and 21st to inspect the facility prior to preparing their report. Mr. Moody distributed copies of the full report and explained that the report was not previously submitted to the Committee, as it was not available in time to be published in the October 4th Property Committee packet.

Mr. Hoselton asked how much the current report changed from the initial report on the condition of the Old Courthouse, which was prepared and submitted by the same firm ten years ago. Mr. Moody responded that the current report shows that items initially listed in the May 14, 1992 report are still in need of repair, but have become increasingly urgent over the past ten years. He explained that the two inspectors spent their first day walking around the facility, visually inspecting all areas, both inside and out. The second day was spent inspecting the exterior of the building with a mechanical lift.

Mr. Moody stated that the current report includes cost estimates, which were compiled by the firm of Construction Resources and Management, Inc., a professional firm selected by WJE. Mr. Greg Koos, Executive Director of the McLean County Museum of History, also received a copy of the report.

The current report is extremely detailed, first providing an overall statement of the general condition of the building and its deficiencies. Spalling, delamination and other architectural terms are utilized for precision in the professional analysis. The report then prioritizes the stated deficiencies into three (3) categories governed by urgency as follows:

Priority I deficiencies, to be addressed in calendar year 2002, with an estimated budget of \$681,000.00;

Priority II deficiencies, to be addressed over calendar years 2003-2006, with an estimated budget of \$1,075,000.00; and,

Priority III deficiencies, to be addressed over calendar years 2006-2010, with an estimated budget of \$1,073,000.00.

Mr. Moody stated that the total estimated repairs for all three (3) priorities of the deficiencies is \$2,829,000.00. It should be noted that the amounts specified in the report are estimated dollars. In the interest of full disclosure, the report provides a per hour dollar amount, and an estimate of how many hours would be needed to effect the various repairs.

Mr. Greg Koos, Executive Director of the McLean County Historical Society, is currently working on acquiring grant funding to aid in the repair of the Old Courthouse Building. The detailed data contained in the current WJE report should be helpful to him in that endeavor. Additionally, WJE will submit a proposal letter to the Museum of History stating how much they would charge to prepare biddable specifications, plans and blueprints for the repairs.

Mr. Selzer asked if the Property Committee had determined definitively whether it may utilize Public Building Commission ("PBC") funds to pay for the repairs to the Old Courthouse Building, or whether there were other options available. Mr. Zeunik responded that there are two viable options: the pursuit of grant funding through the State, or funding through the PBC. Mr. Zeunik remarked that initially, it was thought that the County would not be eligible for PBC funding because it does not use or occupy the building. However, Mr. Dave Wochner, attorney for the PBC, has received an opinion from Chapman and Cutler, bond counsel to the PBC, indicating that PBC funding may be used by the County Board for repair work on the Old Courthouse Building.

Mr. Zeunik stated that it would be extremely difficult for the County to fund repairs to the Old Courthouse as a part of its operating budget. Therefore, the pursuit of grants, incurring debt that would be amortized over the life of the improvements, or pursuing Illinois First funds that may still be available for such projects, would be the most productive options for funding.

Mr. Owens asked how funding that involved financing could best be accomplished. Mr. Zeunik responded that the most advantageous method is to do one financing for the full amount at the outset, as opposed to doing multiple financing because of the costs incurred in any capital markets financing. Mr. Selzer stated that when considering large expenditures on various County buildings, the other buildings should be considered as well. The McBarnes Building's need for an elevator to make the third floor accessible, the Health Department Building's exterior envelope, and the Fairview Building were cited as examples of County buildings that are all in need of various repairs and maintenance. He commented that he would like to be sure that all buildings were fully inventoried and a priority plan developed before final decisions are made.

Mr. Zeunik explained that all needs could be included in one financing, if it became necessary. However, there are still outstanding issues that are yet to be determined. He cited the McBarnes Building as an example, stating that when the final mix of tenants in the building is determined, it may be possible to fund necessary improvements through lease arrangements or through capital payments made by the tenants.

In the case of the Health Department Building, the County is currently in a position to begin setting aside a capital replacement fund for that building. More income is generated through rental payments and utility reimbursement than is expended in operating costs for the building. Mr. Zeunik explained that, if such conditions continue for the next 4-5 years, the County could begin to put aside money for necessary capital improvements, and utilize a "pay as you go" approach to the proposed expenditures.

Mr. Owens remarked that he views the repair and maintenance of the Old Courthouse as the top priority with regard to expenditures for County buildings. Mr. Selzer noted that the McBarnes Building would have the ability to generate revenue if improvements were made to the building in order to make the third floor accessible. He remarked that the Old Courthouse, while historically important to the County, does not have the ability to generate revenue for the County.

Chairman Salch asked whether the Committee should consider a building by building approach. He stated that he was uncomfortable with lumping all possible projects together. Mr. Selzer stated that whatever approach is used would require the Committee to set clear priorities.

Motion by Selzer/Owens to request that the County Administrator research the possible funding options available to the County for funding repairs and improvements to the Old Courthouse, the McBarnes Building, and the Health Department Building. The report to the Committee should be ready for presentation to the Property Committee at its November 2001 meeting.

Mr. Hoselton asked how priorities would be established for the individual buildings. He asked whether the amount of revenue generated by the building, or the need for repairs would be the overriding factor in determining priority. Chairman Salch replied that Mr. Zeunik's report would contain that information. Hearing no further questions, Chairman Salch called for the vote on the previous question.

Motion carried.

Mr. Moody presented a report on recent vandalism at the Government Center Building located at 115 East Washington Street. He stated that a member of the Facilities Management staff, who was working in the building, became aware of a broken window. Bloomington police were summoned to the scene to inspect and prepare a police report. The damage was believed to have been caused by a projectile shot through the window.

Mr. Moody remarked that recently this location has suffered eight different instances of vandalism, specifically to the glass windows. The Bloomington police officer on the scene stated to Mr. Moody that it is believed that there is an individual or individuals who are regularly vandalizing buildings in the downtown Bloomington area. Mr. Moody further remarked that other County facilities have also recently had windows damaged. Included in the list are the Law and Justice Center with damage of \$5,500.00 and the Health Department Building with damage of \$1,400.00. It is estimated that repairs to the glass panes at the Government Center Building will be in the \$50,000.00 - \$60,000.00 range.

Mr. Moody remarked that some of the cost of the damage would be covered by insurance. However, the County must meet the deductible first, which will require an initial cash outlay. He noted that the report, including photographs, which he distributed to the Committee members was as comprehensive as time and available information would allow.

Mr. Hoselton asked how many windows were affected. Mr. Moody replied that there were eight (8) affected windows, some of which were above the ground floor. Mr. Hoselton then asked whether a barrier, such as a mullion, could be installed to reduce the amount of large glass pane exposure. Mr. Moody responded that the installation of a mullion might depend upon the type of glass currently installed in the building.

Mr. Selzer asked what the cost might be to install a video camera to the exterior of the building in an attempt to garner taped evidence of vandalism and to aid in identifying the offenders.

Mr. Moody remarked that the cost of such a system, including the camera, switcher, the VCR and other necessary hardware equipment might cost several thousand dollars. In addition, there are four exposed sides to the building, each of which would require a separate system.

Mr. Moody asked whether he should develop a cost statement for the repair of the glass, as well as consult with Mr. Gene Asbury, regarding the possibility of installing mullions to the building.

Mr. Selzer asked whether any of the damaged panes of glass pose a threat to pedestrians on the sidewalk below the windows. Mr. Moody responded that the damaged glass is a potential safety hazard, as it may shatter and shower the sidewalk below. Mr. Moody stated that he could consult with the City of Bloomington regarding blocking the sidewalk directly below the damaged areas until they are repaired.

Mr. Zeunik stated that Mr. Moody would get bids to replace the glass and make that presentation to the Committee at the November meeting. The insurance claim has been filed with the Risk Manager, noting that the applicable insurance policy carried by the County has a \$10,000.00 deductible. Therefore, the potential cost to the County could be as high as \$10,000.00.

Mr. Hoselton asked how the County would split any costs for repair with the City of Bloomington, since the building is jointly owned with the City. Mr. Zeunik responded that both the City and the County are paying all the expenses from the rent that National City Bank pays. The City is dealing with the financial side of the building, while the County deals with the maintenance and custodial aspects of the building. At this time, the rent paid by National City Bank has covered all expenses incurred by the building.

Chairman Salch suggested that Mr. Moody consult with the glass companies he will get cost estimate from regarding any mitigations available to treat the broken panes of glass that are still in place. Mr. Moody remarked that the glass is double paned and only the outside pane is shattered.

Mr. Owens stated that the County should try to rope off the sidewalk under the damaged panes of glass, or in the alternative, provide signage making pedestrians aware of a potential hazard, until repairs can be made.

Mr. Bill Wasson, Director, Parks and Recreation Department, presented the Preliminary Engineering Services Agreement for Federal Participation with regard to the Historic Route 66

Bikeway. The original contract contained a reference section that referred to a paragraph that has since been deleted by the Civil Assistant State's Attorney. Mr. Wasson stated that the funding for the project, governed by the Intergovernmental Agreement, has been approved.

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Additionally, a contract with the Illinois Department of Transportation ("IDOT") for payment of the grant funds has been received.

Mr. Hoselton asked for clarification regarding the specific wording that was deleted from the contract. Ms. Lydia Reynolds, Transportation Planner with the McLean County Regional Planning Commission, stated that the change appears in the Preliminary Engineering Services Agreement for Federal Participation, under the subsection entitled, "The LA Agrees, (2)." The following sentence was removed from the final draft of the Agreement: "The upper limit does not include compensation for extra work as provided for under Sections 1a through 1m, and 4 of the THE ENGINEER AGREES and Sections 3d through 3h of THE LA AGREES of the AGREEMENT.

Chairman Salch asked Mr. Wasson for his recommendation. Mr. Wasson replied that the Parks and Recreation Department seeks approval of all of the contracts before the Committee at the present time. The contracts, as amended, have been reviewed by Mr. Eric Ruud, Chief Civil Assistant State's Attorney, and all changes have been approved.

Mr. Hoselton asked whether the construction is to stop at the Village of Towanda. Mr. Wasson responded that the first phase ends at that location. Mr. Hoselton then asked whether the contracts currently under consideration deal solely with this area. Mr. Wasson confirmed that this is correct and further stated that the first phase of the project runs from the Village of McLean to the City of Bloomington, and from the Town of Normal to north of the Village of Towanda, to the end of the abandoned set of lanes.

Mr. Wasson cited Section 3 of the General Conditions Professional Services Agreement, titled as "Ownership of Documents," and remarked that since the project is one involving multiple states, the local agency has the ability to use the materials that are developed under this phase of the project, as well as future projects.

Chairman Salch asked whether all of the documents submitted to the Committee for consideration could be approved collectively or whether they should be considered individually. Mr. Wasson stated that it is recommended that the entire packet be approved collectively.

Mr. Selzer asked for clarification regarding a portion of the Preliminary Engineering Services Agreement for Federal Participation, subtitled, "The LA Agrees," Paragraph 2. He asked whether the comma following the stated amount of \$29,802 could be changed to a period or otherwise clarified, so that it does not seem to indicate an amount of \$29,802,000.00.

Mr. Wasson explained that in the Addendum to General Conditions Professional Services Agreement, a number 2 has been added to the second section of the addendum, so that it further delineates the section entitled, "Responsibility for Claims and Liabilities." He further explained

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that the Committee has not yet reviewed the fourth document in the group, which is the Local Agency Agreement for Federal Participation. It is the Agreement between the State of Illinois and the County of McLean.

Chairman Salch remarked that, as a point of procedure, the Committee might need to consider each of the four (4) documents in the group separately, due to the specific nature of each document. Mr. Zeunik confirmed that each document should be considered individually.

Motion by Selzer/Owens to recommend approval of the Illinois Department of Transportation Preliminary Engineering Services Agreement for Federal Participation. Motion carried.

Motion by Selzer/Owens to recommend approval of the General Conditions Professional Services Agreement and the Addendum. Motion carried.

Motion by Selzer/Owens to recommend approval of the Illinois Department of Transportation Local Agency Agreement for Federal Participation for the Historic Route 66 Bikeway. Motion carried.

Mr. Wasson presented the General Report for the Parks and Recreation Department. He noted that user statistics have remained fairly consistent over the previous year. There were some drops in usage in the year 2001 because of the drop in the water level of the lake. However, there is nothing significantly out of the normal use range.

Mr. Selzer asked whether the Parks and Recreation Department maintains records on patrons who suffer any cardiac distress while utilizing park facilities. Mr. Wasson responded that his department does not maintain records of this specific nature. However, new regulations that will take effect in the near future will require that cardiac defibrillators be available on site, and that training will be available to staff.

Mr. Wasson presented a short video report on the COMLARA Park and Evergreen Lake facilities. Chairman Salch requested that Mr. Wasson summarize the main points of his presentation and reduce it to writing so that it may be included in the October County Board packet.

Mr. Zeunik stated that the Committee had previously asked him to meet with the tenants of the McBarnes Building to determine what interest they had in pursuing long-term leases with the County. He noted that there was general interest in such leases, but no specifics have yet been discussed. Mr. Roger Rheeling, Facilities Committee Chairman, United Way of McLean
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County, indicated that the preference for his organization would be for a one-year lease, through 2003. The United Way is in the midst of planning and analysis for the future and have not yet determined their long-term needs.

Mr. Rheeling stated that the Facilities Committee has considered several factors in contemplation of a long-term lease with the County. One specific concern is the County's proposed remodeling of the McBarnes Building and how that would affect the United Way's ability to utilize space within the building efficiently and effectively. He noted that conference room space is specifically important, as well as access to kitchen facilities.

Mr. Rheeling remarked that other issues being taken under advisement by the United Way are: lack of available parking, building accessibility with regard to the Americans With Disabilities Act ("ADA") requirements, heating during the winter season, the potential need to share available conference space with other tenants, and what other long term tenants will inhabit the building. Once space needs are determined, costs must be negotiated in order for the Untied Way to best contain its administrative costs.

Mr. Selzer asked when the current lease expires. Mr. Zeunik responded that the current lease expires on December 31, 2001. All leases for the building's tenants are presently one-year leases.

Mr. Owens asked how long the United Way of McLean County has been a McBarnes Building tenant. Mr. Zeunik responded that the United Way is one of the original tenants, having occupied space in the building since the 1976 renovation.

Mr. Rheeling remarked that PATH Crisis Center, a tenant on the second floor, is also looking for additional space. Their long-term needs would need to be considered as well as those of the United Way.

Mr. Selzer asked what is the current lease provision regarding termination of a lease in a County-owned building. Mr. Zeunik responded that under the County's current lease provisions, a 60-day notice is required to terminate a lease.

Mr. Selzer stated that if long-term leases were negotiated between the current tenants and any additional tenants, he would also like to extend the notice requirement beyond the current 60 days. He commented that the stability of the building's tenancies would be a concern in view of the proposed remodeling expenditures. He would like to see a notice term of 120 days.

Mr. Rheeling commented that parking availability is also a high priority to the United Way as a long-term tenant of the McBarnes Building. He stated that the United Way utilizes community volunteers heavily for its many programs, and many have received City of Bloomington parking

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citations as a result of strictly enforced parking regulations in the general downtown area. The United Way's present McBarnes Building location places it in the heart of the downtown area.

Mr. Zeunik explained that the Lincoln Parking Deck, which is located adjacent to the Law and Justice Center in downtown Bloomington is being expanded to address the parking shortage in the downtown area. He remarked that the addition of two (2) more levels to the parking deck is currently being rolled into the financing package for the purchase and renovation of the Government Center Building, located at 115 East Washington Street. There will be an additional 300 parking spaces created as a result of the expansion.

Mr. Zeunik remarked that there have been other inquiries from prospective tenants regarding the lease of space in the McBarnes Building. Mr. Rheeling concluded by saying that the United Way continues to be interested in a long-term lease but is most anxious to know the specifics of the County's proposed remodeling.

Mr. Zeunik directed the Committee's attention to the calendar for October 2001, which delineated all of the current events scheduled to occur in the Committee's usual meeting rooms. After discussion of possible times, it was determined that the Committee members should consult their calendars and contact the Administrator's Office with available dates and times for a Special Committee meeting to review the Fiscal Year 2002 Recommended Budget. A meeting date and time can then be arranged to best accommodate the majority of the Committee members. Mr. Zeunik cautioned that the Committee should try to avoid scheduling any budget meetings on dates that are already being utilized by other Committees.

Chairman Salch presented the bills, which have been reviewed and recommended for transmittal to the Property Committee by the County Auditor.

Motion by Owens/Hoselton to approve payment of the bills as presented by the County Auditor. Motion carried.

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There being nothing further to come before the Committee at this time, Chairman Salch adjourned the meeting at 5:19 p.m.

Respectfully submitted,

Martha B. Ross
Recording Secretary

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